

CITY OF DURHAM YOUTH COUNCIL **Application Form**

Deadline: APRIL 14, 2006



2006-2007 City of Durham Youth Council Application Form

Program information, instructions and reference forms are enclosed.

CITY OF DURHAM YOUTH COUNCIL

General Expectations and Responsibilities

Selected Youth Council Members will:

- Commit to a one-year term of service on the City of Durham Youth Council.
- Serve on City boards and committees as appointed and attend all meetings of such boards/committees.
- Complete 10 hours of volunteer community service during that one year term of service. Volunteer work must be "hands on" work with an approved agency.
- Attend and actively participate in all meetings, service projects, and special events sponsored by the Youth Council
- Review the information before completing this application. Note program dates, requirements & the attendance policy. Please make sure you do not have any conflicts with the requirements before applying.

The Council is open to City of Durham youth (rising) 9th grade through (rising) 12th grade, in private, public or home schools located in the City of Durham.

CITY OF DURHAM YOUTH COUNCIL

Qualification Guidelines

A successful City of Durham Youth Council candidate should:

- Demonstrate leadership in school and/or community activities.
- Express an interest contributing to the greater well-being of the Durham area
- Commit to 100% participation in all activities.
- Complete the application and returns the application to the City Clerk's Office by April 14, 2006

Provide two references demonstrating qualifications for the City of Durham Youth Council

- Give **Reference Form #2** to your principal/headmaster, guidance counselor or teacher.
- Follow up with reference to make sure the form is sent in.
- Give **Reference Form #1** to a coach, youth leader or other adult who knows you well.
- Follow up with your reference to make sure the form is sent in.

For more information, see your principal or guidance counselor. Selections for the City of Durham Youth Council are made by a Selection Committee composed of members of City Council, City staff and members of the community.

Participants will be chosen as follows:

- The Board will review all applications.
- In order to be considered, an applicant must receive approval from at least 50% of the Selection Committee.
- The Youth Council will not exceed 30 members.
- Selections will be made and participants will be notified in writing by May 1, 2006.
- All applications will remain confidential.

The City of Durham Youth Council does not discriminate on the basis of sex, race, religion, national origin or disabilities.

APPLICATION FORM

Complete all areas below. This information is not used as part of the selection process.

All applicants will be notified in writing if they have been selected.

Please type or print legibly in black ink.

Name (Last) _____ (First) _____ (Middle) _____

Name you prefer to be called _____ Home Phone _____

School _____ Grade: 9th 10th 11th 12th

Home Address _____

City _____ Zip: _____

Gender _____ Race _____ Birth Date _____

T-Shirt Size _____

Mother/Guardian Name _____ Daytime Phone _____

Father/Guardian Name _____ Daytime Phone _____

How did you learn about the City of Durham Youth Council?

APPLICATION DEADLINE: APRIL 14, 2006

Return to: City of Durham Youth Council

C/O City Clerk's Office

101 City Hall Plaza,

Durham, NC 27701

Application Checklist:

_____ Application completed and signed by applicant.

_____ Parental permission signed by parent/legal guardian.

_____ Two (2) reference letters submitted.

_____ Application Deadline April 14, 2006-Return to City Clerk's Office.

GENERAL INFORMATION

Using a few phrases or adjectives, describe yourself.

What skills and abilities would you contribute to a Youth Council in Durham?

SCHOOL EXPERIENCE

Other schools attended besides current school:

List **up to 3** special awards, honors or recognitions for academic, extra-curricular, sports, school or community related activities you have received from the 9th grade to the present.

Main areas of interest in studies:

WORK EXPERIENCE

List any part-time job experiences, paid or volunteer, and briefly tell what it involved.

Do you currently have a part-time job? _____ How many hours per week? _____

Would your job interfere with your participation in the City of Durham Youth Council? _____

Do you have any extracurricular activities that will interfere with attending meetings/special events/service projects? _____

ORGANIZATIONS AND ACTIVITIES

List in order of importance to you up to five school, volunteer, religious, social, athletic or other activities or organizations in which you participated during the last 2 years.

Organization/Activity	Leadership Responsibility/Involvement	Grade in School
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Write or type a brief essay in response to the following question. Your answer must fit in the allotted space on this page. Other attached sheets will not be accepted.

PLEASE PRINT OR TYPE LEGIBLY IN BLACK INK.

This image shows a full page of blank, lined paper. It features approximately 20 evenly spaced horizontal blue or grey lines across its entire width. The lines are uniform in thickness and spacing, providing a guide for handwriting. There are no margins, text, or other markings on the page.

COMMUNITY AWARENESS

Write or type a brief essay in response to the following question. Your answer must fit in the allotted space on this page. Other attached sheets will not be accepted.

What do you think are the 3 most important issues facing Durham youth today and what are your suggestions in dealing with these issues?

PLEASE PRINT OR TYPE LEGIBLY IN BLACK INK.

[illegible]

PARENTAL PERMISSION FORM

Dear Parent/Legal Guardian:

By applying for **The City of Durham Youth Council**, your child is making a commitment to take part in an outstanding leadership development and youth service program. This form is to verify that you are aware of the attendance policy & program requirements. Upon selection to participate in **The City of Durham Youth Council**, students are expected to attend all program activities. Please sign & return this form with the application. The above dates & requirements are further detailed on the enclosed information sheet which you may keep as a reference. You are responsible for reading them in full before signing this permission form.

Information provided on this application form will be reviewed in confidence. All applicants selected to serve on the Youth Council will be notified in writing. I have read & understand the program requirements, including the attendance policy. My son/daughter has my support & permission to participate in the 2006-07 City of Durham Youth Council.

Signature of Parent or Legal Guardian

Date

ATTENDANCE POLICY

- The success of this program depends on the commitment of each participant to punctuality and full attendance.
- Tardiness or absence is unfair and disrespectful to the other members of the Youth Council and speakers who give freely and willingly of their time.
- Accordingly, recognition as a member of Youth Council depends on punctuality and attendance at all programs, including service projects and special events.
- Absences due to extenuating circumstances (i.e. death in the family, illness) may be excused.
- The Orientation Session is mandatory. Failure to attend for any reason other than illness, serious accident or death in the family, will result in disqualification from the program.

I attest that all information provided is correct. I have read and understand the Youth Council requirements, and if selected, will meet them.

Applicant's Signature

Date

REFERENCES

Give **Reference Form #1** to your high school principal/headmaster, counselor or a teacher.

Give **Reference Form #2** to a coach, scout leader, youth group leader or other adult. **You are responsible for seeing that your Reference Forms are returned by the deadline, April 14, 2006.**

Reference #1 Name/Title _____

Telephone Number _____

Reference #2 Name/Title _____
Position/Title _____ Telephone Number _____
School/Firm/Organization _____

Applicant Information

Please type or print legibly in black ink.

Name (Last) _____ (First) _____ (Middle) _____
School _____

The City of Durham Youth Council must receive this form by April 14, 2006. Please sign and date the waiver below. Your reference must return this form to you in a sealed envelope, or they may send it directly to the Durham City Clerk's Office. You are responsible for making sure it is submitted by the deadline.

Waiver of Access: I, the undersigned, waive the right of personal access to the reference.

Signature

Date

TO THE REFERENCE (HEADMASTER/PRINCIPAL, COUNSELOR OR TEACHER)

The person named above is an applicant for the City of Durham Youth Council. The Selection Committee attaches considerable weight to the statements made by the references of the applicant. The Committee is aware of the time necessary to prepare such an assessment and gratefully acknowledges your help. The reference form is on the back of this page. Please fill it out in its entirety.

Please return this form by April 14, 2006 to:

The City of Durham Youth Council

City Clerk's Office

101 City Hall Plaza

Durham, NC 27701

Or, you may return the form to the applicant in a sealed envelope.

Name of Reference

Position/Title

School/Firm/Organization

Phone Number/Email _____

Please Note: Please do not refer to the applicant by name. Questions or concerns? Email Evelyn Scott at Evelyn.Scott@durhamnc.gov or call 560-1265.

City of Durham Youth Council Reference Form #1

Please use the scale below to compare the applicant with other youth you have known who are the age of this applicant.

Superior Above Average Average Below Average Unable to Judge

Character

Concern for Others

Responsibility

Leadership

Initiative

Curiosity

Ability to work w/others

Maturity

Poise

Oral comm. skills

Persistence and drive

Interest in community affairs

Extracurricular activities

(Makes wise choices with extracurricular activities and follows through on commitments.)

For how long and in what capacity have you known the applicant?

What do you consider the applicant's primary talents or strengths?

What do you consider the applicant's chief weakness?

Comment on the applicant's relationship with his or her peers.

How is the applicant's ability to communicate with others; his or her behavior in a group setting (participant or observer)?_____

Is the applicant interested in community affairs?_____

Does this applicant have potential for becoming a community leader?_____

Signature of Reference

Date

City of Durham Youth Council Application

PLEASE PRINT OR TYPE LEGIBLY IN BLACK INK.

Applicant Information

Please type or print legibly in black ink.

Name (Last) _____ (First) _____ (Middle) _____

School _____

The City of Durham Youth Council must receive this form by April 14, 2006. Please sign and date the waiver below. Your reference must return this form to you in a sealed envelope, or they may send it directly to the Durham Parks & Recreation office. You are responsible for making sure it is submitted by the deadline.

Waiver of Access: I, the undersigned, waive the right of personal access to the reference.

Signature

Date

TO THE REFERENCE (HEADMASTER/PRINCIPAL, COUNSELOR OR TEACHER)

The person named above is an applicant for the City of Durham Youth Council. The Selection Committee attaches considerable weight to the statements made by the references of the applicant. The Committee is aware of the time necessary to prepare such an assessment and gratefully acknowledges your help. The reference form is on the back of this page. Please fill it out in its entirety.

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Or, you may return the form to the applicant in a sealed envelope.

Name of Reference

Position/Title

School/Firm/Organization

Phone Number/Email _____

Please Note: Please do not refer to the applicant by name. Questions or concerns? Email Evelyn Scott at Evelyn.Scott@ durhamnc.gov or call 560-1265

City of Durham Youth Council

REFERENCE FORM # 2

Please use the scale below to compare the applicant with other youth you have known who are the age of this applicant.

Superior Above Average Average Below Average Unable to Judge

Character

Concern for Others

Responsibility

Leadership

Initiative

Curiosity

Ability to work w/others

Maturity

Poise

Oral comm. skills

Persistence and drive

Interest in community affairs

Extracurricular activities

(Makes wise choices with extracurricular activities and follows through on commitments.)

For how long and in what capacity have you known the applicant?

What do you consider the applicant's primary talents or strengths?

What do you consider the applicant's chief weakness?

Comment on the applicant's relationship with his or her peers.

How is the applicant's ability to communicate with others; his or her behavior in a group setting (participant or observer)? _____

Is the applicant interested in community affairs? _____

Does this applicant have potential for becoming a community leader? _____

Signature of Reference (Teacher, Counselor, Headmaster/Principal)

Date

City of Durham Youth Council Application

